



<b>5 Professional Certification of Installation</b>	<i>Required for all applications</i>
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The following is to be completed by the Registered Architect or Professional Engineer professionally certifying the fire alarm installation.

I, \_\_\_\_\_  
*Name* *Business Name* *License No.*

\_\_\_\_\_ *E-mail address* *Telephone*  
*Business Address*

I hereby certify that I, or qualified employees under my direct supervision, have prepared or reviewed the design of the above fire alarm system installation, as detailed on Supplement #1 and the as-built plans being filed with this application, inspected its installation and witnessed its operation. I hereby certify that the design, installation and operation of the fire alarm system installation that is the subject of this application, as detailed on Supplement #1 and the as-built plans being filed with this application, complies with all applicable requirements of the NYC Building Code, NYC Fire Code, NYC Electrical Code, Fire Department Rule 3 RCNY 104-02, and any other applicable rules and regulations.

\_\_\_\_\_  
*Signature of Registered Design Professional*



Professionally certified fire alarm system installations are subject to audit by Fire Department. False certification is punishable by a term of imprisonment of up to 4 years and a fine of up to \$10,000, or both, pursuant to New York State Penal Law §§ 175.30 and 170.35. False certification is also punishable pursuant to NYC Administrative Code §10-154, and may result in disqualification from submission of applications pursuant to NYC Administrative Code §28-104.2.1 and 29 NYC Administrative Code §FC104.2.1.1.

<i>FDNY use only</i>		
<i>Fee paid:</i> <input type="checkbox"/> <i>Yes</i> <input type="checkbox"/> <i>No</i>	<i>Check/Money Order #:</i>	<i>Date of Check:</i>
<i>Approved</i> <input type="checkbox"/> <i>Yes</i>	<i>Date:</i>	
<i>Objection</i> <input type="checkbox"/> <i>Yes</i>	<i>Date:</i>	
<i>Denied</i> <input type="checkbox"/> <i>Yes</i>	<i>Date:</i>	
<i>Comments:</i>		
<i>Examiner:</i>		
		<i>Date:</i>



<b>Smoke Detectors</b>							
<b>Manual Fire Alarm Boxes (Pull Stations)</b>							

Note: use additional form(s) if necessary.

<b>Master Electrician</b>		<i>Required for all applications.</i>	
Name;			
Name of Electrical Co.			
Company Address			
License No.		Date of expiration	
Telephone No	E-mail		
Signature of Licensee			



**Fire Department • City of New York  
Bureau of Fire Prevention  
Technology Management  
9 MetroTech Center, Room 101  
Brooklyn, NY 11201**

## SUPPLEMENT # 2

### INSTRUCTIONS FOR COMPLETING Professional Certification Application Form TM-3

#### General Instructions

- All application shall be submitted to FDNY for examination must be accompanied by documents as required by 3 RCNY R104-02(d)(1) and Supplement # 1.
- All fees must be submitted with the application. Fees are non-refundable.
- All forms must be printed or typed in black or blue ink.
- Submit completed application under cover letter stating that this is being submitted as a professional certification of a fire alarm installation pursuant to 3 RCNY 104-02. All the documents shall be enclosed in an envelope, labeled "Professional Certification of Fire Alarm Systems" and submit:
  - in person - at Window #8 (Hrs M-F 8AM -3PM), 9 MetroTech Center, Brooklyn, NY 11201-3857
  - or by mail - to the above address

#### Detailed Instructions

	Section	Instructions
1	Location	Indicate building number, street name, borough, zip code.
2	Owner	Provide the name, address, telephone number of the owner. Provide name of the tenant occupying the floor/s, floor number and the total number of floors in the building including floors below grade.
3.1	Base/Core Building Fire Alarm System Approved?	You must have the base/core building system approved in order to complete this form. Submit a copy of the Letter of Approval. If you are unable to provide Letter of Approval for installations prior to January 1, 2002 for the base/core building fire alarm system, you must submit <b>one</b> of the following to process your application: <ul style="list-style-type: none"> <li>a) Copy of PW-1 application for fire alarm system installation and Letter of Completion issued by DOB</li> <li>b) Copy of PW-1 application for fire alarm system and Certificate of Occupancy issued after the date of the PW-1 application</li> </ul>
3.2	Type of Fire Alarm System	Existing building fire alarm system as described in the Letter of Approval.
4	Job description	Describe type of additions, modifications or alterations performed.
5	Applicant's Statement and Signature	Applicant must type his/her name, business name, address, e-mail and telephone number. Application must be signed and sealed by Registered Design Professional.